

**PRESENT:** Councillor Delaney (Chairman)

Councillors: Devine Kay

Officers: Principal Solicitor (Mrs K Lovelady)  
Senior Licensing Officer (Mrs M Murray)  
Member Services Officer (Mrs J Brown)

In attendance: Trainee Solicitor (Ms N Pickford)  
Mr Chris Michener (Licensing Solutions)

**1. APOLOGIES**

There were no apologies for absence received.

**2. MEMBERSHIP OF THE COMMITTEE**

There were no changes to Membership of the Committee.

**4. DECLARATION OF PARTY WHIP**

There were no declarations of Party Whip.

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There were no declarations of Party Whip.

**5. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**6. MINUTES**

RESOLVED: That the Minutes of the meeting held on 22 December 2014 be noted.

**7. LICENSING HEARING PROCEDURE**

The Chairman outlined the Licensing Hearing Procedure.

**8. APPLICATION FOR A VARIATION OF A PREMISES LICENCE IN RESPECT OF COSTCUTTER EXPRESS SERVICE STATION, RAINFORD ROAD, BICKERSTAFFE**

Consideration was given to the report of the Assistant Director Community Services as contained on pages 7 to 39 of the Book of Reports in respect of an application for a variation of a Premises Licence in respect of Costcutter Express Service Station, Rainford Road, Bickerstaffe.

In considering this matter the Sub – Committee had regard to its Licensing Policy and the guidance issued under S.182 of the Licensing Act. It considered the relevant Licensing Objectives on this occasion was the ‘prevention of crime and disorder’, ‘public safety’ and ‘prevention of public nuisance’.

On hearing evidence from the Applicant and Objector the Sub – Committee:-

- RESOLVED:
- A. That the sale/supply of alcohol shall be permitted between 00.00 hours and 24.00 hours Monday to Sunday.
  - B. That late night refreshment shall continue to be permitted between 23.00 hours and 05.00 hours Monday to Sunday.
  - C. That the premises shall be open to the public between 00.00 hours and 24.00 hours Monday to Sunday.

The Committee noted that the Applicant following discussions with the Police amended their application and agreed that the following conditions be added to the licence:

- D. That CCTV will be installed internally and externally at the premises and will comply with the following:
  - 1. The CCTV shall cover all public areas of the premises.
  - 2. The system will display on any recording the correct time and date of the recording and will also have day/night recording capability.
  - 3. The system will make recordings during all hours that the premises are open to the public.
  - 4. The CCTV recorder shall be stored in a secure (locked) location within the premises.
  - 5. The VCR tapes or digital recording media will be held for a minimum of 31 days after the recording is made and will be made available to the Police or an authorised officer acting for a Responsible Authority for inspection upon request to the DPS or his appointed associate and in any event within two working days following the aforementioned request.
  - 6. The system will, as a minimum, record images of the head and shoulders of all persons entering the premises and give an overall view of the inside and external areas of the premises.
- E. That a staff member who is conversant with the operation of the CCTV system will be available to attend the premises at all times the premises are open to the public. This staff member will be able to show Police or Authorised Officer data or footage upon request.

- F. That the Premises Licence Holder will notify the Police Licensing Unit on any occasion when the CCTV is to be inoperative for a period in excess of one working day. Within 7 days of the notification of the said system becoming inoperative the premises licence holder shall provide to the police a certificate from a competent person stating the reason for the system being inoperative and the measures which have been taken to satisfy the licence conditions.
- G. That appropriate signs (of at least A4 size) informing customers that CCTV is recording will be displayed in conspicuous positions on the premises.
- H. That monthly documented maintenance checks of the CCTV system, including the recording system, will be carried out by the Premises Licence Holder to ensure that the system is in good working order and fit for purpose. Such checks shall be recorded in a book and be provided to a Police Officer or authorised officer on request.
- I. Clear legible notices will be displayed in a conspicuous position in the building and on the forecourt asking customers to avoid causing noise nuisance or disturbance to local residents.
- J. All transactions are to be made via the "Night Hatch Service between the hours of 23:00 and 05:00 each day except at the discretion of the cashier where it is considered necessary for the interests of public safety.

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- CHAIRMAN -